

U.S. EPA, Region 9

West Coast Collaborative Innovations in Clean Diesel

Request for Proposals (RFP) FY 2008

Agency Name: U.S. Environmental Protection Agency (“EPA”), Region 9

Funding Opportunity Name: West Coast Collaborative Innovations in Clean Diesel

Announcement Type: Initial Solicitation

Funding Opportunity Number: EPA-R9-AIR8-08-002

Catalog of Federal Domestic Assistance Number: 66.034

Overview

EPA Region 9 is soliciting proposals on a competitive basis for innovative projects that reduce emissions from existing diesel engines within the jurisdiction of Region 9, which includes California, Nevada, Arizona, Hawaii, and the U.S Pacific Islands. In addition, Region 9 includes approximately 146 federally-recognized Tribal governments. Projects must demonstrate effective emissions reductions (including, but not limited to, reductions in particulate matter, carbon dioxide, carbon monoxide, nitrogen oxides, and hydrocarbons) from existing diesel engine operations through a variety of strategies such as emissions control technologies; idling reduction strategies; cleaner burning fuels; and alternative and biofuels production, distribution, and use. All projects must demonstrate applications, technologies, methods or approaches that are new, innovative or experimental. A demonstration project that is carried out through a routine or established practice is not eligible for funding.

States, the District of Columbia, local governments, territories, Indian Tribes, possessions of the U.S., international organizations, public and private universities and colleges, hospitals, laboratories, and other public or private nonprofit organizations are eligible to apply. For-profit commercial entities and nonprofit organizations described in Section 501(c)(4) of the Internal Revenue Code that engage in lobbying activities as defined in Section 3 of the Lobbying Disclosure Act of 1995 are not eligible to apply.

EPA Region 9 anticipates awarding a total of approximately \$500,000 under this announcement. This funding will be provided as an assistance agreement in the form of a grant or cooperative agreement. The number of assistance agreements EPA will fund as a result of this announcement will be based on the quality of the project proposals received and the availability of funding. EPA anticipates awarding approximately 2-3 assistance agreements under this announcement ranging from no less than \$75,000 to no more than \$300,000. Matching funds are not required under this program.

Funds will be awarded pursuant to Section 103 of the Clean Air Act, 42 U.S.C §7403.

Contact: Asia Yeary
Phone: (206) 553-0532
Email: dieselgrants@epa.gov

Important Dates:

February 15, 2008	Proposals must be postmarked or electronically submitted via Grants.gov by 5:00 PM Pacific Standard Time
March 2008	Initial proposals tentatively selected for funding will be required to submit a formal application package
April 2008	Applications due to EPA
May 2008	Awards made

The above dates (other than the February 15, 2008 proposal due date) are anticipated dates and may be subject to change.

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Funding Opportunity Number: EPA-R9-AIR8-08-002

Full Text of Announcement

I. Funding Opportunity Description

A. Summary

Reducing emissions from diesel engines is one of the most important air quality challenges facing the country. Even with more stringent heavy-duty highway and nonroad engine standards set to take effect over the next decade, millions of diesel engines already in use will continue to emit large amounts of nitrogen oxides, particulate matter and air toxics, which contribute to serious public health problems. These problems cause thousands of premature deaths, hundreds of thousands of asthma attacks, millions of lost work days, and have numerous other health impacts every year. Diesel emissions account for 6.3 million tons of oxides of nitrogen (NO_x) and 305,000 tons of particulate matter (PM) in the national mobile emissions inventory (2004). The emissions are from a variety of onroad and nonroad vehicles used for moving freight, port operations, marine vessels, transit, construction and agriculture. EPA Region 9 is a member of the West Coast Collaborative (“WCC”), a collaboration of federal, state and local agencies, communities, non-profit organizations, and private companies working together to reduce emissions from diesel engines in the West.

EPA Region 9 is soliciting proposals on a competitive basis for innovative projects that reduce emissions from existing diesel engines within the jurisdiction of Region 9, which includes California, Nevada, Arizona, Hawaii, and the U.S Pacific Islands. In addition, Region 9 includes approximately 146 federally-recognized Tribal governments.

Projects must demonstrate effective emissions reductions (including, but not limited to, reductions in particulate matter, carbon dioxide, carbon monoxide, nitrogen oxides, and hydrocarbons) from existing diesel engine operations through a variety of strategies such as emissions control technologies; idling reduction strategies; cleaner burning fuels; and alternative and biofuels production distribution and use. Projects may include, but are not limited to, a variety of diesel emissions reductions solutions such as: add-on pollution control technologies, idle reduction technologies or strategies, and/or alternative/renewable fuels.

Funds for this program must advance innovative technologies, methods or approaches that have the potential for providing cost effective emissions reductions from existing diesel engines. Pollutants of interest include, but are not limited to: particulate matter, carbon dioxide, carbon monoxide, nitrogen oxides, and hydrocarbons. All projects must demonstrate applications, technologies, methods or approaches that are new, innovative or experimental. A demonstration project that is carried out through a routine or established practice is not eligible for funding.

For a more detailed overview of the WCC, please see www.westcoastcollaborative.org.

B. Alignment with EPA’s Strategic Plan

All proposals must support Goal 1 of EPA's 2003-2008 Strategic Plan, Clean Air and Global Climate Change; Objective 1.1: Healthier Outdoor Air, which states, "Through 2010...[EPA will]...protect human health and the environment by attaining and maintaining health-based air-quality standards and reducing the risk from toxic air pollutants." (www.epa.gov/ocfo/plan/2003sp.pdf).

C. Statutory Authority

The statutory authority for this program is Section 103 of the Clean Air Act, 42 U.S.C §7403.

Section 103 serves as the tool used to support short-term projects aimed at conducting and promoting research, investigations, experiments, demonstrations, surveys, and studies relating to the causes, effects, extent, prevention, and control of air pollution.

D. Demonstration Projects

Projects funded under this RFP must involve new or experimental technologies, methods, or approaches, where the results of the project will be disseminated so that others can benefit from the knowledge gained in the demonstration project. Such projects could include but are not limited to the following: emissions control technologies, idle reduction technologies/strategies, or alternative and biofuels production, distribution, and use.

E. Measuring Environmental Results: Outputs and Outcomes

Pursuant to EPA Order 5700.7, "*Environmental Results under EPA Assistance Agreements*," EPA requires that all assistance agreement applicants and recipients adequately address environmental outputs and outcomes. Outputs and outcomes differ both in their nature, and in how they are measured.

1. Outputs: The term "output" means an environmental activity, effort and/or associated products related to an environmental goal and objective that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during an assistance agreement funding period. Proposals must include a description of how assistance agreement recipients will track progress towards the environmental goal throughout the project period.

- Expected **outputs** from the projects to be funded under this solicitation may include but are not limited to the following: annual pounds or tons of particulate matter, carbon dioxide, carbon monoxide, nitrogen oxides, and hydrocarbons reduced (e.g., in \$/ton or \$/lb). To estimate some of the anticipated outputs of your proposal, (e.g. pollution reduced), EPA encourages you to use the Diesel Emissions Quantifier found at <http://cfpub.epa.gov/quantifier>.
- Another tool is the National Mobile Inventory Model (<http://www.epa.gov/otaq/nmim.htm>). This tool must be used for State Implementation Plan calculations. For technical assistance regarding this tool, please email mobile@epa.gov.

- If you are unable to use these models, please describe your methodology for estimating or measuring outputs in detail and explain all assumptions used.

2. Outcomes: The term “outcome” means the result, effect or consequence that will occur from carrying out an environmental program or activity that is related to an environmental or programmatic goal or objective. Outcomes may be environmental, behavioral, health-related or programmatic in nature, but must be quantifiable. They may not necessarily be achievable within an assistance agreement funding period. Proposals must include a description of project outcomes resulting from the project outputs.

Expected **outcomes** from projects funded under this solicitation may include but are not limited to the following:

- **Short term outcomes** such as increased understanding of the environmental or economic effectiveness of the demonstrated technology; dissemination of the increased knowledge via listserves, websites, journals, and outreach events; and fine-tuned and improved use of the demonstrated technology.
- **Medium term outcomes** such as widespread adoption of the demonstrated technology; documented emissions reductions from these and other sources of diesel emissions in multiple states; or acceptance of new technology by users and manufacturers.
- **Long term outcomes** such as reductions in the number of children with asthma or documented improved ambient air quality.

II. Award Information

A. Amount and type of Funding Available

EPA Region 9 anticipates awarding a total of approximately \$500,000 under this announcement. This funding will be provided as an assistance agreement in the form of a grant or cooperative agreement. The number of assistance agreements EPA will fund as a result of this announcement will be based on the quality of the project proposals received and the availability of funding. EPA anticipates awarding approximately 2-3 assistance agreements under this announcement ranging from no less than \$75,000 to no more than \$300,000.

B. Additional Funding Information

Funding for these projects is not guaranteed and is subject to the availability of funds and the evaluation of proposals based on the criteria in this announcement. In appropriate circumstances, EPA reserves the right to partially fund proposals by funding discrete portions or phases of proposed projects. If EPA decides to partially fund a proposal, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal, or portion thereof, was evaluated and selected for award, and therefore maintains the integrity of the competition and selection process. Award of funding through this competition is not a guarantee of future funding.

EPA reserves the right to make additional awards under this announcement after the original award selections are made if additional funding becomes available. Any additional selections for awards

will be made no later than 6 months after the original selection decisions. The additional selections must be made in accordance with the terms of this announcement and EPA policy.

EPA reserves the right to reject all proposals and make no awards under this announcement, or make fewer awards than expected.

C. Start Date/Project Duration

The grants and/or cooperative agreements funded under this program will have a 1-2 year project period.

III. Eligibility Information

A. Eligible Entities

EPA is soliciting proposals from States, the District of Columbia, local governments, territories, Indian Tribes, possessions of the U.S., international organizations, public and private universities and colleges, hospitals, laboratories, and other public or private nonprofit organizations. For-profit commercial entities and nonprofit organizations described in Section 501(c)(4) of the Internal Revenue Code that engage in lobbying activities as defined in Section 3 of the Lobbying Disclosure Act of 1995 are not eligible to apply.

B. Funding Restrictions and Requirements

There is no match requirement for this program. However, please note that leveraged resources will be considered as an evaluation criterion during the selection process (See Section V, #3). Leveraged resources are not included in the approved budget (outlined on the 424a and the detailed budget attachment) for the project and need not be an eligible and allowable cost under the grant. Any form of proposed leveraging that is evaluated under Section V ranking criteria must be included in the proposal and the proposal must describe how the applicant will obtain the leveraged resources and what role EPA funding will play in the overall project.

C. Eligibility Screening Requirements: Threshold Criteria

In addition to the applicant eligibility criteria in Section A, proposals must also meet the threshold criteria set forth below. Failure to meet any of the following criteria in the proposal will result in the automatic disqualification of the proposal for funding consideration. Ineligible applicants will be notified within 15 days of the finding that the applicant was not eligible for award consideration based on the threshold criteria.

1. All projects must be located in one or more of the following geographic areas of EPA Region 9: California, Nevada, Arizona, Hawaii or the Pacific Islands and Tribal lands.
2. Proposals must support Goal 1 of EPA's Strategic Plan discussed in Section I. B.
3. Projects funded under this RFP must involve new or experimental technologies, methods, or

approaches that advance the state of knowledge regarding emissions reductions. Projects for routine practices, methods, or approaches are not eligible for funding under this RFP.

4. Project proposals must not be used for the purpose of meeting any legal mandate (such as federal, state or local regulations or settlement agreements), or for the completion of work which was to have been completed under a prior grant or cooperative agreement.
5. Proposals in which the applicant is requesting assistance funds in excess of \$300,000 or less than \$75,000 will not be reviewed.
6. Proposals submitted via email (email submission is not the same as submitting through Grants.gov) or by fax will not be considered.
7. a. Proposals must substantially comply with the proposal submission instructions and requirements set forth in Section IV of this announcement or else they will be rejected. However, where a page limit is expressed in Section IV with respect to the proposal, pages in excess of the page limitation will not be reviewed.

b. In addition, proposals must be postmarked or received through www.grants.gov, as specified in Section IV of this announcement, on or before the proposal deadline published in Section IV of this announcement. Proposals postmarked or received through grants.gov after the submission deadline will be considered late and will not be reviewed. Applicants should confirm receipt of their proposal with Asia Yeary (206-553-0532 or dieselgrants@epa.gov) as soon as possible after the submission deadline—failure to do so may result in your proposal not being reviewed.

IV. Application Information

A. General

Proposals must be limited to 6 pages, single spaced, including the cover page; pages in excess of the page limitation will not be reviewed. Attachments for the fleet information and budget sections will not count toward the 6 page limit (nor does the SF 424 and 424A forms). All proposals must be formatted for 8 ½" x 11" paper using no smaller than 11 point Times New Roman font with 1" margins as one Microsoft Word or Adobe Acrobat file.

B. Proposals

Applicants must follow these instructions carefully and submit all documents and forms on appropriate due dates. The following proposal materials are required:

1. Standard Form 424 and 424A: The SF 424 and 424A require general information about the applicant and proposed project. Your budget should be described in the SF 424A. Please do not include leveraged resources in Standard Form 424A. Both forms are available for download from www.grants.gov.

2. DUNS Number & Authorized Organization Representative: All applicants are required to provide a number from the Dun and Bradstreet Data Universal Numbering System (DUNS) and the signature of Authorized Organization Representative (AOR) when applying for federal assistance agreements. Organizations can receive a DUNS number in one day at no cost by calling the dedicated toll-free request line at 1-866-705-5711. For more information or to apply for your DUNS number or register your AOR online please see: http://www.grants.gov/applicants/get_registered.jsp.

3. Proposals must include the following information. Applicants must also ensure that they provide information addressing each of the evaluation criteria in Section V.A.

- a. A project description, including the goals and objectives of the project, what the project is expected to achieve, and whom the project will benefit.
- b. An estimated schedule including the length of time needed to accomplish tasks/objectives for the project.
- c. A description of what the project proposes to demonstrate and how this application, method, technology, or approach is new, innovative, unique or experimental and important to reducing diesel emissions and how this application, method, technology or approach may be transferred or replicated in other areas or regions to further reduce emissions.
- d. An air quality description of the area served by the project and any environmental justice and/or sensitive population impacts.
- e. A description of anticipated quantifiable environmental outputs and outcomes (See Section I E) of the project, including an estimation of anticipated emissions reductions for particulate matter, carbon dioxide, carbon monoxide, nitrogen oxides, and hydrocarbons (in tons or lbs/year) (see Attachment A) and any other pollutant emissions reduced and health benefits that can be quantified. In addition, a description of how the applicant will track and measure its progress towards achieving the expected project outcomes and outputs.
- f. A description of the degree to which the project proposes to work in partnership with a diverse set of stakeholders and leverage resources to implement the proposal. Applicants are encouraged to collaborate with other entities; however, these entities will not automatically be eligible for assistance agreement funds because all procurement requirements and the subaward policy must be followed (see Section IV. G. below). Please do not include leveraged resources in your detailed budget or Standard Form 424A.
- g. Past Performance/Programmatic Capability: A list of federally funded assistance agreements (assistance agreements include Federal grants and cooperative agreements but not Federal contracts) that your organization performed within the last three years (no more than 5, and preferably EPA agreements), and describe how you documented and/or reported on whether you were making progress towards achieving the expected results (e.g., outputs and outcomes) under those agreements. If you were not making progress, please indicate whether, and how, you documented why not. In addition, describe (i) whether, and how, you were able to successfully complete and manage those agreements; (ii) your history of meeting the reporting requirements under those agreements including submitting acceptable final technical reports; (iii) your organizational experience and plan for timely and

successfully achieving the objectives of the proposed project; and (iv) your staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project. In evaluating applicants under this factor in Section V. A., EPA will consider the information provided by the applicant and may also consider relevant information from other sources, including information from EPA files and from current and prior Federal agency grantors (e.g. to verify and/or supplement the information provided by the applicant). If you do not have any relevant or available past performance or reporting information, please indicate this in the proposal and you will receive a neutral score for those elements under Section V. A.

Attachments: The following two sections must be included as attachments to the proposal and will not count as part of the page limit. There is no page limit for these two attachments.

a. Project/Fleet Description: Please fill out the entire project spreadsheet Attachment A.

The project spreadsheet asks for information related to the:

- Number and type of vehicles and equipment affected by this application;
- Vehicles and equipment characteristics, such as engine model and model year;
- engine manufacturer; annual fuel consumption; average annual miles; annual hours of operation and who owns, maintains and operates the vehicles/equipment;
- A description of the type of work performed by the vehicles/equipment;
- A description of the location in which the vehicles/equipment operate;
- An estimate of expected emissions reductions to be achieved through this project. Emissions reductions should include, but are not limited to: particulate matter, carbon dioxide, carbon monoxide, nitrogen oxides, and hydrocarbons. We strongly suggest, but do not require, that you use the diesel emissions quantifier as a tool to assist you in estimating these reductions. The quantifier can be accessed at: <http://cfpub.epa.gov/quantifier/view/index.cfm>. If your project is focused on alternative/biofuels, please call (206) 553-0532 or email dieselgrants@epa.gov for more information about how to calculate emission reductions.

b. Budget: In addition to standard form 424a, please provide an estimate and description of proposed project costs under each budget category of the 424a. To view an example detailed budget, please refer to Attachment B.

When formulating budgets for proposals/applications, applicants must not include management fees or similar charges in excess of the direct costs and indirect costs at the rate approved by the applicants cognizant audit agency, or at the rate provided for by the terms of agreement negotiated with EPA. The term "management fees or similar charges" refers to expenses added to the direct costs in order to accumulate and reserve funds for ongoing expenses, unforeseen liabilities, or for other similar costs that are not allowable under EPA assistance agreements. Management fees or similar charges may not be used to improve or expand the project funded under this agreement, except to the extent authorized as a direct cost of carrying out the scope of work.

All costs incurred under this program must be allowable under the applicable Code of Federal Regulation (formerly Office of Management and Budget (OMB) Cost Circulars): 2 CFR 225 (formerly A-87) for State, local, and Indian Tribal governments, 2 CFR 230

(formerly A-122) for nonprofit organizations, or 2 CFR 220 (formerly A-21) for universities. Copies of these circulars can be found at <http://www.whitehouse.gov/omb/circulars/>. In accordance with EPA policy and the OMB circulars, as appropriate, any recipient of funding must agree not to use assistance funds for lobbying, fund-raising, or political activities (i.e., lobbying members of Congress or lobbying for other Federal grants, cooperative agreements, or contracts).

In certain circumstances costs incurred prior to the grant award may be eligible for reimbursement. However, this does not include any costs associated with responding to this solicitation or in finalizing the application package. If costs are incurred before the award, they are incurred at the applicant's or grantee's own risk.

C. Submission Requirements

Applicants must submit their proposal package using one of the two methods outlined below. All proposals must be prepared and include the information as described in [Section IV](#) regardless of mode of submission.

This announcement describes all documents required to submit a proposal package. Specific grant application forms, including Standard Forms SF 424 and SF 424A, are available at <http://www.epa.gov/region09/funding/applying.html> and by mail upon request by calling the Region 9 Grants Management Office at (415) 972-3702.

1. Submission via Grants.gov

All proposals submitted via Grants.gov must be electronically submitted by February 15, 2008, 5:00 PM Pacific Standard Time. Submissions via e-mail or by fax will not be accepted.

If you are submitting your proposal through Grants.gov, it must be submitted by an official representative of your institution who is registered with Grants.gov and authorized to sign applications for Federal assistance. For more information, go to <http://www.grants.gov> and click on "Get Registered" on the left side of the page. ***Note that the registration process may take a week or longer to complete.*** If your organization is not currently registered with Grants.gov, please encourage your office to designate an Authorized Organization Representative and ask that individual to begin the registration process as soon as possible. Refer to [Attachment C](#) for further information regarding applying through <http://www.grants.gov>.

2. Hardcopy and Compact Disc (CD) Submission

If you cannot submit your proposal through Grants.gov, you may submit your proposal by mail (this includes regular and any type of mail delivery service). If you choose to submit your proposal using this method, you must submit two (2) hard copies of the complete proposal package as described below in [Section IV.B.](#) and a CD of the complete proposal package.

The CD may be in Adobe Portable Document Format (.pdf) or Word (.doc) and Excel (.xls).

Proposals must be postmarked no later than February 15, 2008, 5:00 PM Pacific Standard Time. Please address submissions to:

U.S. EPA, Region 9
ATTN: Asia Yeary
West Coast Collaborative Innovations in Clean Diesel
75 Hawthorne Street (AIR-8)
San Francisco, CA 94105

D. Intergovernmental Review

Applicants (except for Federally Recognized Indian Tribes and Tribal Consortia) must comply with the Intergovernmental Review Process and/or consultation provisions of Executive Order 12372. EPA's implementing regulations for this Executive Order can be found at 40 CFR §29.1-29.13.

E. Confidential Business Information

It is recommended that confidential business information ("CBI") **not** be included in your proposal/application. However, if CBI is included in your proposal/application, it will be handled in accordance with 40 CFR Part 2.203. Applicants must clearly indicate which portion(s) of their proposal/application they are claiming as CBI. EPA will evaluate such claims in accordance with 40 CFR Part 2. If no claim of confidentiality is made, EPA is not required to make the inquiry to the applicant which is otherwise required by 40 CFR Part 2.204(2) prior to disclosure.

F. Proposal/Application Communications and Assistance

In accordance with EPA's Assistance Agreement Competition Policy (EPA Order 5700.5A1), EPA staff will not meet with individual applicants to discuss draft proposals, provide informal comments on draft proposals, or provide advice to applicants on how to respond to ranking criteria. However, EPA will respond to questions in writing (to dieselgrants@epa.gov) from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the proposal, and requests for clarification about the announcement. Please type "WCC question" in the subject line of your email. Frequently asked questions and answers will be posted on the website (www.epa.gov/wcc2007) no later than five (5) business days after they are received.

G. Contracts and Subawards/Subgrants

1. Can funding be used for the applicant to make subawards/subgrants, acquire contract services, or fund partnerships?

EPA awards funds to one eligible applicant as the recipient even if other eligible entities are named as partners or co-applicants or members of a "coalition" or "consortium." The recipient is accountable to EPA for the proper expenditure of funds.

If successful applicants intend to use EPA grant funds to purchase goods or services under the grant, such applicants must compete the contracts for those goods and services and conduct cost and price

analyses to the extent required by the procurement provisions of 40 CFR Part 30 or 31. The regulations also contain limitations on consultant compensation. **While applicants are not required to identify contractors or consultants in their proposal if they do so it does not relieve the applicant of its obligations to comply with competitive procurement requirements, nor does it guarantee that costs incurred for such contractor/consultant will be eligible under the grant/cooperative agreement.** Please note that applicants may not award sole source contracts to consulting, engineering or other firms assisting applicants with the proposal based solely on the firm's role in preparing the proposal.

Successful applicants may award subgrants (also referred to as subawards) of financial assistance to fund partnerships under the EPA grant provided the recipient complies with applicable requirements for subgrants/subawards including those contained in 40 CFR Parts 30 or 31, as appropriate. Subgrants/subawards do not have to be competed; **however, successful applicants cannot use subgrants/subawards to avoid requirements in EPA grant regulations for competitive procurement by using subgrants/subawards to acquire commercial services or products from for-profit organizations.** EPA will not be a party to subgrant/subaward agreements.

2. How will an applicant's proposed subawardees/subgrantees and contractors be considered during the evaluation process described in Section V of the announcement?

Section V of the announcement describes the evaluation criteria and evaluation process that will be used by EPA to make selections under this announcement. During this evaluation, except for those criteria that relate to the applicant's own qualifications, past performance, and reporting history, the review panel will consider, as appropriate and relevant, the qualifications, expertise, and experience of: (i) an applicant's named subawardees/subgrantees identified in the proposal if the applicant demonstrates in the proposal that if it receives an award that the subaward/subgrant will be properly awarded consistent with the applicable regulations in 40 CFR Parts 30 or 31. For example, applicants must not use subawards/subgrants to obtain commercial services or products from for profit firms or individual consultants.

(ii) an applicant's named contractor(s), including consultants, identified in the proposal if the applicant demonstrates in its proposal that the contractor(s) was selected in compliance with the competitive Procurement Standards in 40 CFR Part 30 or 40 CFR 31.36 as appropriate. For example, an applicant must demonstrate that it selected the contractor(s) competitively or that a proper non-competitive sole-source award consistent with the regulations will be made to the contractor(s), that efforts were made to provide small and disadvantaged businesses with opportunities to compete, and that some form of cost or price analysis was conducted. EPA may not accept sole source justifications for contracts for services or products that are otherwise readily available in the commercial marketplace.

EPA will not consider the qualifications, experience, and expertise of named subawardees/subgrantees and/or named contractor(s) during the proposal evaluation process unless the applicant complies with these requirements.

V. Proposal Review Information

Each eligible proposal (based on the Section III threshold eligibility review) will be evaluated according to the criteria set forth below in Section A. Applicants should directly and explicitly

address these criteria as part of their proposal submittal. Each proposal will be rated under a points system, with a total of 100 points possible.

A. Selection Criteria

1. Project Description: Under this criterion, applicants will be evaluated on project goals and objectives to reduce emissions, including what the project is expected to achieve, whom the project will benefit, an estimated budget for the project, and timeline/schedule for completing tasks/objectives **(25 points)**.

2. Innovative or Experimental Approach, Method, Application, or Technology: Under this criterion, applicants will be evaluated on how well the project proposes to demonstrate a new, unique, innovative, or experimental application, method, technology, or approach to reduce diesel emissions and how this application, method, technology, or approach may be transferred or replicated in other areas or regions to further reduce emissions **(30 points)**.

3. Environmental Justice/Sensitive Populations/Non-attainment: Under this criterion, applicants will be evaluated on the extent to which the project will reduce environmental risks to environmental justice communities, sensitive populations, and/or area that are in non-attainment of ozone or PM standards **(15 points)**.

5. Environmental Results -- Outputs and Outcomes: Under this criterion, applicants will be evaluated on the anticipated quantifiable environmental outputs and outcomes of the project, including an estimation of anticipated emissions reductions for particulate matter, carbon dioxide, carbon monoxide, nitrogen oxides, and hydrocarbons (in tons or lbs/year) and any other pollutant emissions reduced and health benefits that can be quantified. As well as applicants plan for tracking and measuring progress towards achieving expected project outputs and outcomes **(10 points)**.

6. Leveraging of Resources: Under this criterion, applicants will be evaluated based on the extent they demonstrate (i) how they will obtain leveraged funds or resources and coordinate the use of EPA funding with these other federal and/or non-federal sources of funds or resources to carry out the proposed project, and/or (ii) how EPA funding will compliment activities relevant to the proposed project carried out by the applicant with other sources of funds or resources already obtained **(10 points)**.

7. Past Performance/Programmatic Capability: Under this criterion, applicants will be evaluated based on their: (i) past performance in successfully completing and managing federally funded assistance agreements (assistance agreements include Federal grants and cooperative agreements but not Federal contracts) similar in size, scope, and relevance to the proposed project performed within the last 3 years, (ii) history of meeting reporting requirements under federally funded assistance agreements (assistance agreements include Federal grants and cooperative agreements but not Federal contracts) similar in size, scope, and relevance to the proposed project performed within the last 3 years and submitting acceptable final technical reports under those agreements, (iii) extent and quality to which they adequately documented and/or reported on their progress towards achieving the expected results (e.g., outcomes and outputs) under Federal agency assistance agreements (assistance agreements include Federal grants and cooperative agreements but not Federal contracts)

performed within the last three years, and if such progress was not being made whether the applicant adequately documented and/or reported why not, (iv) organizational experience and plan for timely and successfully achieving the objectives of the proposed project, and (v) staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project.

Note: In evaluating applicants under this criterion, the Agency will consider the information provided by the applicant and may also consider relevant information from other sources including agency files and prior/current grantors (e.g., to verify and/or supplement the information supplied by the applicant). Applicants with no relevant or available past performance or reporting history (items i, ii, and iii above), will receive a neutral score for those elements of this criterion. **(10 points)**

B. Review Procedures/Final Proposal Evaluation

Eligible proposals will be evaluated by a review panel which will score and rank proposals using the above criteria. The review panel will provide these rankings to a second review panel who will develop the funding recommendations based on the first review panel rankings and the following factors: 1) the geographic distribution of funds; and 2) distribution of technology type. Final funding decisions will be made by the Region 9 Air Division Management based on the recommendation of the second review panel.

VI. Award Administration Information

A. Award Notices

EPA Region 9 will notify both successful and unsuccessful applicant(s) in writing. Successful applicant(s) will be invited to submit a complete application package prior to award (see 40 CFR 30.12 and 31.10). Required forms and instruction for preparing and submitting the completed application will be provided at that time.

B. Administrative and National Policy Requirements

Nonprofit applicants that are recommended for funding under this announcement may be subject to pre-award administrative capability reviews consistent with Sections 8.b, 8.c, and 9.d of EPA Order 5700.8, 'EPA Policy on Assessing Capabilities of Non-Profit Applicants for Managing Assistance Awards' which can be found at http://www.epa.gov/ogd/grants/award/5700_8.pdf. Nonprofit applicants that qualify for funding may be, depending on the size of the award, required to fill out and submit the administrative capability form, with supporting documents contained in Appendix A of EPA Order 5700.8 to the Grants Management Office.

In addition, non-profit applicants who receive an award under this announcement will be required to have at least two of their employees complete the mandatory online training, "EPA Grant Management Training for Non-Profit Applicants and Recipients." One person must be the project manager, or equivalent, for the assistance agreement. The other individual must be the person authorized to draw down funds for the assistance agreement. The training must be completed by

both employees prior to the acceptance of the award. The course can be accessed at:
<http://www.epa.gov/ogd/training/index.htm>

C. Disputes

Assistance agreement competition-related disputes will be resolved in accordance with the dispute resolution procedures published in 70 FR (Federal Register) 3629, 3630 (January 26, 2005) which can be found at:
<http://a257.g.akamaitech.net/7/257/2422/01jan20051800/edocket.access.gpo.gov/2005/05-1371.htm>. Copies of these procedures may also be requested by contacting the Agency Contact listed in Section VII.

VII. Agency Contact

For additional general information about this Request for Proposals contact:

Asia Yeary
EPA Diesel Team
dieselgrants@epa.gov
Phone: 206-553-0532

VIII. Other Information

West Coast Collaborative: A public-private partnership working to reduce diesel emissions along the West Coast. The WCC is the first pilot of EPA's National Clean Diesel Campaign. More information on WCC can be found at <http://www.westcoastcollaborative.org>.

National Clean Diesel Campaign: EPA's National Clean Diesel Campaign's grants and funding webpage also has links to current and past grant opportunities related to diesel, including links to EPA's Smartway Transport Partnership, Clean School Bus USA and Community Action for a Renewed Environment (CARE) grants at: <http://www.epa.gov/cleandiesel/grantfund.htm>.